

# **ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE**

**THURSDAY, JUNE 10, 2010 AT 9:00 A.M.  
HIGHWAY DEPARTMENT CONFERENCE ROOM  
1342 COUNTY ROAD "F", ADAMS, WI**

**MEMBERS PRESENT:** Larry Babcock, Chairperson  
Florence Johnson, Vice-Chairperson  
Patrick Gatterman, Secretary  
Dean Morgan  
Michael Keckeisen

**OTHERS PRESENT:** Ronald Chamberlain ~ Highway Commissioner, Everett  
Johnson and Barbara Morgan

**MEMBER ABSENT:** Michael Keckeisen ~ Excused

**CALL MEETING TO ORDER:** The Meeting of the Adams County Public Works Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, June 10, 2010.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, JOHNSON, GATTERMAN AND MORGAN. MEMBER ABSENT: MICHAEL KECKEISEN ~ EXCUSED

**APPROVAL OF MINUTES OF LAST MEETING (MAY 13, 2010 REGULAR MONTHLY MEETING):** *Motion by Morgan to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for MAY 13, 2010 Regular Monthly Meeting, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS: NONE**

**ADAMS COUNTY HIGHWAY DEPARTMENT POLICY INVASIVE SPECIES:** *Motion by Gatterman to approve the Adams County Highway Department Invasive Species Policy as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. (POLICY ATTACHED TO MINUTES)*

**PLANTING IN RIGHT-OF-WAY:** *Motion by Morgan to notify property owners by regular mail their violations of plantings in the right-of-way and to mow the right-of-way in the fall and all future years and to publish a notice in the newspaper, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**STATE DEPT OF TRANSPORTATION TRAFFIC MAINTENANCE AGREEMENTS – PAINT AVAILABILITY:** The Highway Commissioner updated the Committee on the paint status and budget impacts from the lack of paint that is not available at this time for the State Department of Transportation Traffic Maintenance Agreement; this topic will be placed back on the July Agenda for further discussion and updates.

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING**

**June 10, 2010 ~ 9:00 A.M.**

**WISDOT AUTOMATIC VEHICLE LOCATION – GLOBAL POSITIONING SYSTEM (AVL – GPS):** *Motion by Gatterman to approve the State / Municipal Agreement for the Automatic Vehicle Location – Global Positioning System, pending Corporation Counsel approval, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**COUNTY ROAD “Z” (18<sup>TH</sup> LANE TO WOOD COUNTY LINE) OFFERING PRICES AND JURISDICTIONAL OFFERS:** NONE

**COUNTY ROAD “Z” (STH 82 TO CTH “F”) OFFERING PRICES AND JURISDICTIONAL OFFERS:** *Motion by Morgan to approve offering prices as prepared by Timber-Selissen Land Specialists for parcels: 108, 130, 179 and 181 for the County Road “Z” (State Road 82 to County Road “F”) Project, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**COUNTY ROAD “Z” (STH 82 TO CTH “F”) TREES OF HISTORICAL SIGNIFICANT:** *Motion by Johnson to allow planting trees external of the right-of-way on County Road “Z” between State Road 82 to County Road “F” to mitigate other trees of historical significant if necessary per WisDOT and FHWA, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**RESOLUTION TO PLACE AN ADVISORY REFERENDUM ON THE NOVEMBER BALLOT IN SUPPORT OF A CONSTITUTIONAL AMENDMENT FIREWALLING THE STATE OF WISCONSIN TRANSPORTATION FUND:** *Motion by Morgan to approve and send to County Board a Resolution to Place an Advisory Referendum on the November Ballot in Support of a Constitutional Amendment Firewalling the State of Wisconsin Transportation Fund, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- Seal Coating ~ Portage County
- Grubbing ~ County Road “Z” (STH 21 to CTH “F”)
- Crackfilling ~ County Roads & in Town of Springville
- Sink Hole Excavation ~ Town of New Chester
- Culvert Replacement ~ County Road “G” (CTH “C” to STH 73)

**FINANCIAL REPORT:** *Motion by Morgan to approve the May 2010 Financial Report as audited, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**VOUCHERS:** The Highway Department check summary report was presented to the Committee for review. Committee members reviewed the June 4, 2010, Check Summary Report that is provided to the Public Works Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Johnson to approve the check summary report / vouchers as presented, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** NONE

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING**  
**June 10, 2010 ~ 9:00 A.M.**

**ADJOURN AND NEXT MEETING DATE:** *Motion by Gatterman, second by Johnson, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, July 8, 2010 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:05 P.M.

Respectfully submitted,

Ronald Chamberlain, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

# **ADAMS COUNTY HIGHWAY DEPARTMENT POLICY ON INVASIVE SPECIES**

NR 40 is a Wisconsin rule administered by the Department of Natural Resources that classifies invasive species as Prohibited or Restricted and regulates the transportation, possession, transfer, and introduction of those species. The major purpose of the rule is to educate people in Wisconsin about invasive species and actions they can take to minimize their spread and damage they cause.

Adams County will recognize NR 40 and will strive to be in substantial compliance with the new rule. Adams County will use Best Management Practices (BMP's) as well as employee training to help comply with NR 40.

- Vegetation management and Inspection/Monitoring BMP's
  1. Train employees to recognize invasive species.
  2. Mow early to prevent seed production and to deplete root reserves.
  3. Limit transport by cleaning mowers frequently.
  4. Monitor right-of-ways during the growing season and determine treatments based on the presence of invasive species.
- Soil disturbance, transport of materials and re-vegetation BMP's
  1. Prior to implementing activities scout and locate invasive species.
  2. Plan activities to limit the potential spread.
  3. Minimize soil disturbance.
  4. Clean equipment prior to moving it from one area to another.
  5. Select appropriate seed species and re-vegetate as soon as practical.
  6. Mulch with clean weed free mulching product.